

2009-Pay-2010 Assessment/Tax Billing Cycle - Adams County - Updated Wed 9/16/09																																			
ID	Date Type	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Required Finish Date	Resource Name	On Time Status	2008				2009				2010				2011															
								J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A
0		2009-Pay-2010 Assessment/Tax Billing Cycle - Adams County	NA	NA	NA																														
1	Actual	Submit 2008-pay-2009 real and personal property data to DLGF/LSA	Wed 10/1/08	Tue 1/6/09	Wed 10/1/08	Assessor																													
2	Actual	Validate all 2008 sales disclosures and submit data to DLGF/LSA	Wed 1/7/09	Wed 8/26/09	Mon 3/2/09	Assessor																													
3	Projected	County submits workbook and ratio study	Thu 8/27/09	Mon 11/2/09	Mon 5/18/09																														
4	Projected	Conduct and approve county ratio study	Tue 11/3/09	Mon 11/16/09	Mon 6/1/09	DLGF																													
5	Projected	Apply trending factors, review assessed values, and deliver final AV to Auditor	Tue 11/17/09	Wed 12/16/09	Wed 7/1/09	Assessor																													
6	Projected	Apply deductions and exemptions	Thu 12/17/09	Wed 1/13/10	Wed 7/29/09	Auditor																													
7	Projected	Submit TIF Neutralization forms (if applicable)	Thu 12/17/09	Wed 1/13/10	Wed 7/29/09	Auditor																													
8	Projected	Review and approve TIF Neutralization	Thu 1/14/10	Fri 1/15/10	Fri 7/31/09	DLGF																													
9	Projected	Certify net assessed values to DLGF	Mon 1/18/10	Mon 1/18/10	Mon 8/3/09	Auditor																													
10	Projected	Prepare data extract files and submit 2009-pay-2010 real and personal property to	Thu 12/17/09	Thu 3/18/10	Thu 10/1/09	Assessor																													
11	Projected	Prepare Form 15 data and submit to DLGF	Fri 3/19/10	Mon 4/19/10	Mon 11/2/09	Assessor																													
12	Projected	Adopt budgets, levies and rates	Tue 6/2/09	Mon 11/2/09	Mon 11/2/09	Local Units																													
13	Projected	File budgets with County Auditor	Tue 11/3/09	Wed 11/4/09	Wed 11/4/09	Local Units																													
14	Projected	Advertise adopted rates (TAB Rate Chart)	Thu 11/5/09	Thu 11/19/09	Thu 11/19/09	Auditor																													
15	Projected	Work unit budgets, levies, rates, and certify county budget order	Fri 11/20/09	Mon 2/15/10	Mon 2/15/10	DLGF																													
16	Projected	Prepare abstract and tax duplicate, and submits 2009-pay-2010 tax billing data to	Tue 2/16/10	Mon 3/15/10	Mon 3/15/10	Auditor																													
17	Projected	Publish tax rates - 1st advertisement	Tue 3/16/10	Mon 3/22/10	Mon 3/22/10	Treasurer																													
18	Projected	Publish tax rates - 2nd advertisement	Tue 3/23/10	Mon 3/29/10	Mon 3/29/10	Treasurer																													
19	Projected	Publish tax rates - 3rd advertisement																																	